

## **Swanton Novers Parish Council**

### **Draft Minutes of the Parish Council Meeting held on Wednesday 18<sup>th</sup> May 2022 at 7.30pm**

Councillors Present: Cllr. Chris Armstrong, Cllr. Jeff Smallbones Cllr. Jenny Anderson, Cllr. Shaun Doncaster,

#### **2022/001**

Apologies for absence – Norfolk County Cllr. Aquarone, District Councillor Vincent FitzPatrick.

#### **2022/002**

To receive declarations of interest – None.

#### **2022/003**

Public Forum-

- Flooding adjacent to The Old Rectory/ Church Lane. The Council have recently cleared the road gullies along Church Lane to remove the waste and debris which should improve the passage of the water overflow that had occurred previously. It was felt that under normal circumstances the clearing of the runoffs would be sufficient to cope with the expected amounts of water during a normal rainstorm but would need to be monitored if excessive laying water occurs again.
- The Old Rectory. Water flow opposite the entrance to The Old Rectory has continued to be a problem as the water will always run backwards down the road due to the angle of the roadway. Under normal circumstances the drainage is equipped to cope with average rainfall, but drainage would only become an issue when excessive rainfall occurs.
- Precept 2022/23. Members of the public commented on the amount that the Council Tax has increased for the coming year 2022/23. On the new Council Tax bill received by residents of the parish the increase for Swanton Novers Parish Council states an increase of 7.6% even though the percentage increase for the Precept for the following year was agreed at 5%.
- Cllr. J Smallbones commented that he had tried to find out the reason why there had been a percentage increase in the amount required by the Parish Council on the Council Tax bill. The explanation given by NNDC was that due to a decrease in properties within the village that qualify to pay the Council Tax an increase was required by the remaining households. The reason for reduced households within the parish was due to property change of use from residential to business i.e., Airbnb. This would then mean the owner would pay business rates instead of Council Tax. Cllr. Smallbones also commented that before the Precept is set for 2023/24 NNDC should notify

the Parish Council if there has been a change in usage of properties that may affect the budget of the Precept for the Parish.

- Comments were made regarding the driveway at No4. The Close and the progress to the alterations of the driveway that had been carried out since the last PC Meeting in March. As set out in the planning permission for the driveway the required supports to stop the collapse of the land were now in place and the driveway has taken a major leap forward on getting completed.

#### **2022/004**

Reports from District Councillors – District Cllr. FitzPatrick/ County Councillor Steffan Aquarone were both absent to present their reports.

- District Councillor FitzPatrick did not attend, his latest report is attached to the minutes
- District Councillor Aquarone did not attend, and his report is attached to the minutes.

#### **2022/005**

Matters arising from minutes from the meeting held on Thursday 24<sup>th</sup> March 2022.

- a. All matters are agenda items.

#### **2022/006**

- To sign as correct - The minutes from the meeting Thursday 24<sup>th</sup> March 2022 were signed as correct.

#### **2022/007**

Matters arising from correspondence.

- A letter was received from Norfolk Citizens Advice Bureau Charity thanking the Swanton Novers Parish Council for their kind donation to them of £100 and thanked the Parish for their kindness and how the donation would help people that are vulnerable in the community.
- The continued issue of 'Dog Poo' within the village and surrounding streets was discussed further as the topic has been an agenda item at numerous Parish Council meetings and wanted to know of any progress regarding the issue.
- The issue was discussed amongst the Parish Councillors and whether to purchase a bin to maybe help with the disposal of the animal excrement would improve the issue. Councillors discussed the positioning of the bin, it was decided that it would need to be in a position that would try and capture the most dog walkers and target the areas with the worst fouling.

- The Dog Waste Bin would ideally be at the end of the Public Footpath which runs through the fields starting along Church Lane and joins St Giles Road. The bin would be erected at the entrance closest to Church Lane to allow easiest access for emptying and the area worst effected by fouling.
- It would need to be determined whether this land was publicly owned land (Council) or whether this is Astley Estate land if this was the case then permission would need to be gained from Astley to allow the installation of the Dog Waste Bin.
- All other correspondence has been passed on to Councillors.

## **2022/008**

### **Affordable Housing update- Ian Watson Secretary Swanton Novers Community Land Trust**

- The Swanton Novers Community Land Trust secretary Ian Watson confirmed that an application has been submitted to the North Norfolk District Council's community housing fund for the small development on the old allotment site in the village.
- If successful, then a formal planning application may be submitted.
- A pre-planning consultation event was held at Swanton Novers Village Hall on Monday 25<sup>th</sup> April, many details were discussed on the night primarily the design an allocation of additional parking spaces and the amount of the properties that would be of affordable rent (7) but depending on Government funding one property may have to be a market one to help fund the project.
- The CLT are nearing the stage of submitting the formal planning submission which should be completed later in the year, NNDC has already agreed the application for a pre-development loan from their Community Housing Fund. Broadland Housing Assc are to meet with Homes England to finalise full funding and arrangements for the project, only then will contracts be signed, and a formal planning application be submitted.
- A meeting is scheduled for May 26<sup>th</sup> with the Broadland Housing project board and an update will follow at the next CLT meeting on May 31<sup>st</sup>.

## **2022/009**

### Planning.

- Breach of Planning permission at 4 The Close – Progress at the property has been seen and a hardcore base has been laid and the vehicle that was parked on the incomplete driveway has now been moved. The concrete boarding has now been put into position so securing the banking and reducing the risk of the earth collapsing
- No other planning within the Parish.

## 2022/010

### Working groups.

- **Communications** – Cllr Chris Armstrong- Village Newsletter to continue, New Vicar Trudie Morris
- **Neighbourhood Plan – Cllr Jeff Smallbones-** No further information available currently. An update will be planned in the new council year.
- **Governance structure – Policies, Cllr Jenny Anderson-** Policies are currently being reviewed by the Parish Council for ratification, three policies are currently under review and are work in progress. One policy to be brought to next Parish Council Meeting in June to be approved by Parish Councillors

## 2022/011

### Financial report.

- Parish Clerk presented the finances.
- To have the address changed for correspondence for the Parish Council to the Village Hall which would result in an easier process and accessibility to all future mail has still not been completed due to issues with Barclays Bank. Cllr Jeff Smallbones to visit Barclays to endeavour to resolve the ongoing issue.
- The cash book is showing numerous unpresented cheques currently due to cheques being issued but have currently not been banked by the payee.

## 2022/012

### H.M. The Queen's Platinum Jubilee planning,

- Cllr Armstrong reported that Saturday 4<sup>th</sup> June had been saved at the village hall and that the Village Hall Committee is planning a family fun day including games and a BBQ for all the Parish to attend.

## 2022/013

### Litter Pick-

- The date of Sunday May 8<sup>th</sup> the Parish completed the annual village litter pick which was well attended by many members of the Parish. The rubbish was collected, and various household items and children's toys were collected including a household door and a sheet of Asbestos. This sheeting was unable to be disposed of by the council when the rubbish was collected the following day. Asbestos cannot be disposed of easily and would have to be disposed of

correctly. The Parish Clerk will contact the local County Council to discuss how the sheeting would need to be collected and disposed of.

**2022/014**

**Items from Councillors and registered electors to be considered for inclusion on the agenda for the next Parish Council Meeting.**

- Councillor Jenny Anderson- Governance Policies to be reviewed ongoing and to be discussed and approved at Parish Council Meetings.
- Debris from the trees that have been left positioned to the edge the roadway on Holt Road resulting in a narrower passage for vehicles to pass through have not been cleared still. The pull off area for vehicles to move to allow oncoming traffic to pass is no longer available as full of the fallen trees. Suggestions of contacting Astley Est. regards to an update whether these will remain or when the debris will be removed was put forward Chair Chris Armstrong to email Astley Estate for an update and a timeline for the debris to be cleared.
- Councillor Shaun Doncaster - Speed awareness sign. 2021/ 166. Norfolk Highways had been contacted regards to the sign but due to the low vehicle numbers using the road they were unlikely to allow the village to have a sign from the NNDC. A “Think” sign that could be positioned to warn drivers of their speed was a possible alternative. The Parish Clerk is to liaise further with NNDC to arrange possibility of sign being installed, Steve White is trying to source signs to be installed.
- Give Way sign on Church Lane has not been replaced so no signage there to make public aware of approaching junction. Parish Clerk to email NNDC to find out when repair or replacement is likely to occur.
- Local resident Ian Watson stood to join the Parish Council a vote by the current Parish Councillors was taken and carried a vote of four yeses and a unanimous vote. Co-option form to be issued to Ian Watson and Parish Clerk to register him as a Councillor with the NNDC as a Parish Councillor.

There being no other business the meeting closed at 9.05 pm

Chair .....

Date.....

Clerk.....

